



Minutes of Witham St Hughs Allotment Committee meeting held on Monday 23rd January 2023 at 7pm, in the village hall.

Present Cllr Karen Harrison - Chair, Claire Shepherd Cargills Representative & Stuart Traves Cargills Representative, Karl Gandy, Vicky Trotter & Electra Pearce.

Rachel Popplewell – Parish Clerk.

3 members of the public.

Stuart Traves made comment that the water leak found on the allotment site, is being repaired by Anglian Water w/c 06.02.2023.

Comments were received from the members of public regarding a seed swap shed, this had been discussed during the inspections, if possible, could an empty shed be moved to the edge of the carpark to be used to display notices, seed swaps or buying/selling of equipment no longer needed.

Agenda Items

1. Welcome & Apologies

The Chair welcomed everyone to the meeting.

No Apologies had been received.

Cllr Danny Bell – absent.

2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and requests for dispensations.

Cargills representatives – Claire Shepherd & Stuart Traves.

Allotment plot holders – Karl Gandy, Vicky Trotter & Electra Pearce.

3. Notes of the Allotment Committee meeting held on Monday 24th October 2022 to be approved as minutes.

It was **Resolved** to approve the notes as minutes – All agreed, signed by Chair.

4. Report from Liaison Officer.

Karl Gandy made comment that most of the rubbish had been cleared away.

Vacant Plot numbers – 4 full plots, 2 half plots.

5. Update following Inspections of plots by Committee members and to consider any feedback received.

Inspections had been carried out in December with plot holders in attendance. Feedback received afterwards, was that it had been a success, giving plot holders the opportunity to meet the committee and other allotment holders.

After discussions it was **Resolved** to approve the request to site a shed for the seed swaps, utilising an empty shed.

6. To Resolve to move into Closed Session to consider feedback received of a sensitive nature.

The Allotment Committee Then **Resolved** to move into closed session.

Items of a confidential nature to be debated in the absence of the press and public under the Public Bodies (Admission to Meetings) Act 1960.

Responses received after the warning letters had been issued, were considered by Committee members, follow up letters would be issued for plots still not up to the required standard as per the T & C. It was **Resolved** to give a further 1 month's grace to the offending plot holders before instigating the Enforcement Procedure. All agreed, show of hands.

7. Date & time of the next meetings.

24th April 2023 at 7pm

Signed

Date

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